

IPRS Statewide Rollout Meeting

Minutes

September 7, 2001

IPRS Statewide Rollout Meeting Attendees:

Gary Imes, Chief, IT Section
Susan Brown Ward, IT Section
Betty Cogswell, IT Section
Anita Curtis, IT Section
Tim Wildfire, IT Section
Mark Robeson, Lee-Harnett
Rick Olson, DIRM

Absent Members:

Joan Kaye, Communications and Training
Mary Tripp, Program Accountability
Jim Ryals, DIRM

The following handouts were distributed:

- Map of Regional Groupings of Area Programs
- 837 Reporting Requirements
- FARO Agendas
- IPRS Phase Selection Criteria – (draft) look over and give Betty feedback.
- IPRS Implementation Schedule - plan on 4 phases instead of 5
- IPRS Course Curriculum
- 837 & 834 Handout

1) Fiscal Agency Contract Status

- a) Have received the final draft
- b) Gary and Sharon made changes and sent to EDS yesterday.
 - i) Gary will not accept any more changes from EDS
 - (1) He should get it back next week but will send it to this committee after this meeting.
- c) The overall EDS contract cost is about \$700,000 less for a 12 month contract. Gary will get final numbers next week also...estimate about \$5 million/year
- d) The EDS fiscal agency support staff will number 12 (including 3 SE and 1 BA).

2) Communications - IPRS Web site

- a) The approved minutes will be posted to the web.
- b) Communications should not post minutes until they are approved.
 - i) Gary will contact Joan Kaye and inform her not to post anything to the website until she gets a subject email "Post To IPRS Website".

3) Review / approve the August 24 Rollout meeting minutes

- a) Minutes from last meeting were approved.
- b) Send minutes changes to Anita to check spelling, etc.

4) Preparations for FARO

- a) A draft Implementation plan with tasks, their duration and relationships
- b) Documentation of EDI transaction sets and related materials
- c) Draft outlines of each of the four presentations to be given
- d) There was concern about not having enough area program finance officers available for FARO.
 - i) Betty Cogswell will invite the finance officers that want to attend FARO and Steering Implementation meetings. Barbara Moore can invite anyone she wants to the subcommittee.
- e) Tara would like electronic copies of handouts, overheads for FARO presentations

5) MOA

- a) A document is being developed to ensure pilot Area Programs, software vendors and the Division meet the project's milestones necessary to finish the project by December 31, 2001.
- b) MOA should have gone through the Contracts and Administration Section.
- c) Tara approved MOA and instructed Gary to send it to Satana Deberry (DHHS General Counselor).

6) IPRS Implementation Steering Committee

- a) The next meeting is October 17, 2001
- b) Rick will put on the agenda the topic "The role of members to disseminate Steering Committee information".
- c) Requested posting of the August 15 meeting minutes.
- d) Art Eccleston has been assigned as an IPRS resource and will become part of this committee.

7) MMIS - IPRS Governance

- a) Next meeting is September 10, at 3:30pm at 616 Oberlin Room 152.
- b) The revised charter will be reviewed.

8) HIPAA Support

- a) Met with the HIPAA team on August 21 to review their feedback on the IPRS EDI transactions (834, 837, 835).
- b) Received general and detailed comments from Cynthia August 31 which conflicted with her verbal comments. Follow-up with Cynthia to clarify terminology of "compliant" and "consistent"; Cynthia provided revised memo supportive of IPRS work products.

9) Hold Harmless

- a) Conference call conducted on August 29.
 - i) Included Art, Vicki, Jack, Ken, Jack Chappell, Bob, Gary Imes, Tim and Rick. Reached agreement on how to proceed.
- b) Hold Harmless issue Subcommittee will meet at FARO conference.

10) Test System

- a) The Division needs a test system for demo's, training etc.
- b) Met with EDS and identified the training and test environments needed to support program development, CSR testing, regression testing, and training.
- c) Also met with the CNDS group.
- d) There is agreement that the environment is necessary and can be built. Details are being investigated.

11) Division Support of IPRS Production Operations

- a) Management has taken steps to ensure IPRS gets the needed support from the various Division Sections.

12) IRMC Presentation

- a) Met with Dick McGee August 29 to clarify requirements for the IRMC Technical group meeting on November 5.
 - i) Material should be submitted by the end of September, early October.
 - ii) Tim will refresh the Project Concept. Rick will revise the Project Proposal Checklist.

13) Discussion of Clearinghouse Operations Option

- a) Some area programs may want to consider becoming a clearinghouse for others for IPRS for financial gain.

14) Combined State Advisory Planning Committee/IPRS Statewide Rollout Committee Meeting

- a) The meeting will be held on Fri., 9/21/01 from 9am to 12 noon in the Director's conference room.
- b) The IPRS Statewide Rollout meeting will begin at 8:30am in preparation for the combined meeting at 9am.

15) Area Program Consolidation

- a) Once HB381 is passed, the Division (Tara Larson) and the Council (NCCCCP, Carol Duncan Clayton) will immediately start area program consolidation planning.
- b) Letters of intent have to be signed in October, 2002.
- c) This topic will be emphasized at FARO, September 17 - 19.

**Next Meeting: September 21, 2001 at 8:30am – CR 1112-Albemarle Building
Followed by
A Combined Meeting with State Planning at 9:00am – 12pm – same location**

GAI/afc

cc: IPRS Statewide Rollout Committee Members